



English as a Second Language (ESL) Accommodation Request Form

This form must be returned to NRPA within 45 days of the desired testing date. Please do not schedule your CPSI examination until you have received confirmation of your request from the professional testing company's accommodations team, as your request will not be processed until this time.

CANDIDATE INFORMATION

Name (Last, First, Middle Initial)

Mailing Address

City State Zip Code

Daytime Telephone Number Email Address

Desired Exam Date Exam Location (Paper/Pencil Exam Only)

The signature of your supervisor, professor or human resources representative is required to verify request.

Name: Relationship to Applicant/Title:

I would like to request a time extension (time and a half) Yes No

I would like to request the use of a strict translation dictionary (book form only, no electronic dictionaries allowed). Yes No

\*\*Strict translation dictionary must be provided by the candidate on the day of the examination.

AMOUNT DUE

Time extension request - \$80/examination
Strict translation dictionary - Free

Please make checks payable to: National Recreation and Park Association (NRPA)
Payment options: Check, Purchase order, Credit Card (Visa, MasterCard, American Express, Discover)
Fields for Credit Card Number, Expiration Date, Name on Credit Card, CVV, Signature, Billing Address.

We only accept credit card payments through LeapFILE.

- 1. Go to nrpa.leapfile.net
2. Select Secure Upload
3. Check NRPA Customer Service
4. Follow the prompts for name and email then select the file for upload.